

St. Mary SPO Meeting Minutes

MISSION STATEMENT: The St. Mary School Parish Organization (SPO) is a volunteer parent-run organization that provides social and monetary support to the students, faculty, and staff of St. Mary Delaware Elementary School. Our purpose is to enrich the educational experience and sense of community for all students. The SPO will accomplish its purpose through committee initiatives and fundraising while striving to make SPO rewarding and fostering a sense of inclusion and community.



Volunteer Link:



4/1/2025, 5:30 pm, St. Mary Teacher's Lounge

Officers:

President: Kris Konik

Vice President: Tara Bergstedt

Treasurer: Natalie Barry

Secretary: Jennifer Maxwell

Committee Leadership:

Events:

Grandparents Luncheon: Taylor

Christmas Luncheon: Taylor

Holiday Craft Bazaar: Rowan

Santa Shop: Rowan

Lehner's Farm Picnic: Tara

Father Daughter Dance: Ashley & Tara

Mother Son Bowling: Kris

Fat Tuesday Pancake Luncheon: Vacant/Rowan

Donuts with Dear Ones: Vacant

Trunk or Treat : Tara

Welcoming Committee: Ashley

Volunteer Coordinator: Cara Heinlen (Kris)

Teacher Appreciation: Vacant

Student Enrichment: Rowan

Fundraising Committee:

Fall/Winter/Spring Flower Sales:

Vacant (Kris)

DC Trip: Kris & Jennifer

Dine to Donate: Rowan

Field Day: Vacant

Uniform Marketplace Exchange: Lisha assisting, 1 Vacancy

Service Committee: Vacant (Tara)

****All vacant event responsibilities are covered by board members until filled - please consider helping out with an event**

1. Overview of SPO

a. [SPO 2024-2025 Calendar & Committee Descriptions](#)

Attendance: Kris, Tara, Cara, Natalie, Jen, Rowan, Kristin, Taylor, Audrey, Natalie

Old Business:

1. Spring Flower Sale - we exceeded our goal!! **\$2643.00 Profit**
2. Laundry Baskets; how is this going?
3. DC Trip - Amazing, Kids were incredible, Adults and kids had a great time, loved the shirts, tour company was great, very knowledgeable, driver was great, good timing with the Cherry Blossom Festival, Appreciation from families allowing the students to fundraise and take ownership of payment for their trip - Fundraising could start for 5th/6th graders- need to look into subledger for DC Trip Fundraising

New Business:

1. ByLaws Review and Discussion- look over by-laws and make comment changes
2. **Officers for 25-26 School Year - notify SPO if you are interested in a position on April 25th, voting will take place at the May meeting, May 6th**
3. PGC Update - still waiting on getting in house trainings, Use online option for now to take the PGC class
4. Spring Flower Sale- Pickup April 24th- parking lot is reserved
5. Fundraisers for Grace Scholarship - Preschool/PreK
 - a. **Meza - delivery April 24th**, after Easter - Charcuterie board & Wine Date Night bundle - will deliver your order
 - i. School wide advertise to families and friends to buy
 - ii. Advertise during Easter season for pickup in April
 - iii. \$75 - 2 bottles of wine and charcuterie board- fundraiser will be \$25/board
 - b. Tabled until next year January/February: Spaghetti Dinner
6. Falconry Visit - Friday, April 25 - 1pm - We will inquire potential date change to May 23rd
 - a. Drama performance is also on April 25th
7. Service Project - Diaper Drive for Pregnancy Resouce Center - community service activity - need newborn, size 3 and 4 most, need diapers divided in bundles of 12 diapers, bagged and labeled/tied with ribbon/string
 - a. Want to look into opening up to the Parish, email to bulletin editor
8. Teacher/Staff Appreciation Week - May 5th-9th - IVolunteer needs will be posted
 - a. Email SPO for details!
9. African Culture (Cameroon) Day - May 13
 - a. Any needs?
10. Field Day -
 - a. Natalie, Aaron, and Eric met to discuss the schedule: 5 stations
 - i. K-1st 38, 2-3 28, 4-5 29, 6-8 38, PreK
 - ii. Water balloon toss - check latex allergies, Dunk tank, gaga ball,
 - iii. TOWELS FOR DUNK TANK
 - b. SPO has chosen not to purchase Field Day Shirts for students due to the cost for a one-day shirt use
 - i. Where were the t-shirts ordered from? Should we order more volunteer shirts from the company used or JC Manny recreate?

If school wants to purchase: \$8.03/shirt; Toddler Size up to 6T -white, black, royal blue, red, gray, pink, light blue, navy - limited colors

CH - light blue; school age - green

Volunteers are NAVY
 - c. Rentals: Contacted Ohio Party Bull:
 - i. 60' Obstacle course
 - ii. Dunk Tank
 - iii. Warped Wall Slide

1. TOTAL = \$1054.05

E. School providing pizza and milk

F. Jill Hilgefort will be taking pictures
11. 8th Grade Graduation
 - a. Date for graduation

- b. Reception- costco cake, old school punch, butter mints, decorations, charcuterie boards (Mom Wilsons or Schmidts)
- c. Yard Signs - look into prices
- d. Jill Hilgefert will be taking pictures
- e. Parish Flower Committee: centerpieces and corsages/boutonnieres for graduates (Ann Reemes/Janet Conroy), SPO could help with cost, 8th graders pick the color scheme

12. Kindergarten Graduation:

- a. Request for light treats/refreshments
- b. Request is for cupcakes, punch/water
- c. Graduation is Thursday, May 29th, 1:30 pm
- d. 23 students, expecting 75-100 guests

Budget:

Income:

- Check for Flower sale - \$102.
- Kroger Rewards - \$819.26
 - **TOTAL = \$921.26**

Chiller: \$555

Father Daughter Dance: \$1045

Expenditures:

- Father/Daughter Dance -
 - Tara - \$361.57
 - Ashley - \$80.00
- Pancake Day
 - Milk - \$43.50
 - Chris Cakes - \$1018.00
 - **TOTAL = \$1503.07**

Bank Statement = NOT AVAILABLE YET DUE TO THE DATE

How you Volunteer for St. Mary:

****Please complete all 4 requirements prior to volunteering/working with youth and young adults.**

You must complete and return each of the following prior to volunteering.

- 1. Attend a PGC Session – one time attendance -this can be done online at www.virtusonline.org;**
 - 2. BCI&I and/or FBI background check on file (this can be scheduled at Willis Educational Center);**
 - 3. Volunteer Application – one time submission (through the Parish website) and**
 - 4. Code of Conduct form – completed yearly (through the Parish website)**
- If you have difficulty, please contact the parish office for assistance.**

These steps must be completed prior to volunteering for SPO events, as well as other school and parish events.

Future Business/Meeting Notes:

1. Children are welcome and can sit in the room with us during meetings
2. Look into Turkey/Ham Bingo - Fundraiser - for 2025-2026 school year
3. SPO will sell salsa as a fundraiser at the St. Mary Festival
4. Mr. Pfeifer will be reaching out to staff about items teachers/students need
5. SPO needs to review by-laws
6. We need SPO officers for next year - we will have secretary and treasurer positions open
7. Breakfast with Santa - set the date for December - Look at December 7th
8. If Breakfast with St. Nick is Dec. 7th - Run Snowball Express - 7, 8, 9 (Sunday-Tuesday)

School Requests:

None reported at this time

ACTION ITEMS:

EVENT	RESPONSIBLE PARTY	NEEDS	DATE(S)
St. Mary Spirit Wear Sale	Kris - talk with JC Manny		FALL
Dine to Donate Chipotle	Rowan/Kris	Advertising	April 14, 4pm-8pm
Flower Sale Delivery	Kris	Volunteers the day of	April 24th
Meza Grace Scholarship Fundraiser	SPO/Children's House		April 24th
Falconry Visit	Rowan Schmidt		April 25? Or May 23
Grace Scholarship Meza Fundraiser	SPO - Emily	Advertising	April 24
Teacher Appreciation Week		EVERYTHING	May 5-9
Panera Dine to Donate (25%)	Rowan	Advertising	May 12 4-8
African Culture Enrichment Activity - Hilda	Rowan		May 13th @1
8th Grade Graduation	SPO	Date	May 29th

		Reception plans Yard Signs, decor	
Kindergarten Graduation	SPO	Reception Cupcakes, Water (mini bottles) (serve 75-100)	May 29th
Field Day	Natalie Aaron S. Tara Kris	Schedule Activities/Rent items Dunk tank (XL available?) towels Shirts? JC-Manny	May 30th